



**Van Buren County  
Board of Education**

Sparta Street, Box 98 • Spencer, Tennessee 38585  
(931) 946-2242 • Fax: (931) 946-2858

Employment Application

**DESIRED POSITION:** \_\_\_\_\_

NOTE: *Teacher applicants will complete all sections of the application  
Non-teaching applicants will omit Section 'C'*

**SECTION A: PERSONAL INFORMATION**

Name: \_\_\_\_\_

Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Telephone Number (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_  
Street
City
State
Zip Code

**SECTION B: EDUCATION PREPARATION (Include Elementary, High School, and Colleges)**

Institution Attended	Location	Dates Attended	Degree Earned	Major	Minor

**SECTION C: TENNESSEE CERTIFICATION**

Name of Certificate \_\_\_\_\_

Type of Teacher Certificate	Number	Date Issued	Expiration Date

Areas of Certification \_\_\_\_\_

**TEACHING OR STUDENT TEACHING EXPERIENCE**

Name of School	Address of School	Grade or Subject	Dates Employed	Months

**SECTION D: OTHER WORK EXPERIENCE OR MILITARY SERVICE**

Employer	Address	Position	Dates Employed	Reason for Leaving

**SECTION E: REFERENCES (Character and Professional)**

Name	Address	Position	Phone Number

**SECTION F:**

Are you a U.S. citizen? \_\_\_\_\_.

Have you ever been arrested or convicted of any offense other than a petty traffic violation? \_\_\_\_\_. If yes, explain. \_\_\_\_\_

*I understand that misrepresentation of any information on my application may be basis for dismissal from the Van Buren County School system.*

\_\_\_\_\_  
Signature of Applicant

Completion of this application in no way guarantees employment. Positions are filled based on the best available applicant.

Note: Please attach resume if available.

Note: Prospective employees will receive consideration without discrimination because of race, creed, color, sex, national origin, or handicap.

Please note: Applicants will be interviewed only if there is a position available.

<b>FOR CENTRAL OFFICE USE ONLY</b>	
Results of Interview _____	_____
Date to begin work if hired: _____	Position: _____